

TERMS OF REFERENCE OF THE SEA CONTAINERS TASK FORCE (SCTF)

Agreed by the CPM Bureau June 2017 meeting

Purpose

- [1] The Sea Container Task Force (SCTF) is a sub-group of the Implementation and Capacity Development Committee (IC) whose purpose is to supervise and direct the implementation of the Complementary Action Plan¹ under the oversight of the IC.

Scope

- [2] The SCTF will supervise actions in the Sea Container Complementary Action Plan and complement them with any other actions through:
- Providing information on pest risks of sea containers and their management;
 - Coordinating with contracting parties, regional plant protection organizations (RPPOs), industry and other international organizations;
 - Establishing a mechanism for contracting parties to report to Commission on Phytosanitary Measures (CPM) on their progress and achievements;
 - Providing advice on how the Cargo Transport Unit (CTU) shipping code or any other instrument could be updated; and
 - Providing, through the Capacity Development Committee (CDC)/IC, updates on its activities to be presented annually to the CPM, as well as a final report for presentation to CPM-16 (2021).
- [3] As agreed by the CPM12, the SCTF will operate for a temporary period to supervise the actions of the Sea Container complementary action plan at the latest until CPM16 in 2021.

Composition

- [4] The SCTF should be composed of representatives of contracting parties, RPPOs, international organizations and phytosanitary experts who already have an experience relevant to the pest risks on sea containers and their management.
- [5] This may be drawn from:

Core members:

¹ Sea Containers Complementary Action Plan endorsed by CPM 12 - https://www.ippc.int/static/media/files/publication/en/2017/05/CPM-12_Report-2017-05-30_withISPMs.pdf

- Up to three representatives of contracting parties;
- One representative from the CPM Bureau;
- One steward from the IC;
- One representative of the SC;
- One representative from World Customs Organization (CTU-Code manager);
- One representative from the RPPOs.

Invited experts:

- One expert from Container Owners Association (COA);
- One from industry, importer/export trading community;
- One from World Seas Containers (WSC);
- One former Sea Container Expert Working Group (EWG) member.

[6] A fixed core membership of six to eight experts may be supplemented by additional experts from national plant protection organizations (NPPOs), the Convention on Biological Diversity (CBD) and the World Organization for Animal Health (OIE) where expertise such as on risk management, implementation experience, economic and financial analysis, is needed to implement the Complementary Action Plan.

[7] A member of the IC is appointed as a Steward of the SCTF to ensure appropriate linkage with the IC. The Steward is required to attend SCTF meetings and act as a liaison with the IC.

[8] An officer from the IPPC Secretariat would be assigned as a focal point to the topic and would ensure liaison and consistency across the different IPPC governing bodies.

[9] An SCTF Coordinator will be appointed by the Bureau.

[10] The SCTF Coordinator is required to support and drive the activities of the SCTF to achieve the outcomes defined by the work plan, and will liaise closely with the Implementation and Capacity Development Committee (IC) Steward.

[11] The Coordinator will:

- Maintain the membership list and contact details of the SCTF members
- Coordinate arrangements for any SCTF meetings, either face to face or virtual
- Facilitate actions to progress the SCTF work plan
- Facilitate communication and engagement with and between SCTF members, CPs, RPPOs, industry, technical experts and other international organisations to progress activities and outcomes of the SCTF
- Prepare and deliver reports to the IC on the activities and achievements of the SCTF with reference to the agreed SCTF work plan

- Liaise with the IPPC Secretariat to monitor SCTF expenditure against the agreed SCTF budget and available resource
- Coordinate the publication of resource materials with the IPPC Secretariat

Functions

[12] The SCTF Coordinator will support and drive the functions and activities of the SCTF to achieve the outcomes defined by the work plan, to act as liaison with the IC and the CPM.

[13] Key functions of the SCTF are:

- Measuring the impact of the CTU shipping code through:
 - The development of a joint IPPC/International Maritime Organization (IMO)/industry protocol for the collection of data related to contamination of sea containers to be completed by CPM-16 (2021);
 - Monitoring the uptake and implementation of the IMO/ILO/United Nations Economic Commission for Europe (UNECE) Code of Practice for Packing of Cargo Transport Units through:
 - Industry reporting;
 - NPPO monitoring;
- Verifying the efficacy of the CTU shipping code in ensuring the arrival of clean sea container through:
 - Monitoring for pest contamination and freedom of soil by NPPOs;
 - Assisting NPPOs manage pest risks associated with sea containers,
- Increasing awareness of pest risks of sea container through:
 - Publication of the data of the Sea Container EWG by the IPPC Secretariat;
 - A request by the IPPC Secretariat for countries having data on contamination of sea containers to make it publically available;
 - Calling for and publication of pest risk management guidance material for sea containers;
 - Encouraging NPPOs to inform industry on the risks and possible international actions to manage pest risks associated with sea containers; and

- Ensuring that any regulations on sea containers that are developed and implemented by NPPOs are based on pest risk analysis and consistent with Recommendation CPM 10/2015_01 on Sea Containers².

Relationship with the IPPC Secretariat

[14] The IPPC Secretariat is responsible for providing administrative, editorial, operational and technical support to the SCTF. The Secretariat advises the IC on the availability and use of financial and staff resources for the SCTF.

Relationship with the IC

[15] The SCTF can request decisions biannually or out of session from the IC.

[16] The SCTF should provide biannual updates to the IC and out of session updates as deemed necessary.

RULES OF PROCEDURE OF THE SEA CONTAINERS TASK FORCE (SCTF)

Membership

[17] The SCTF should be composed of representatives of contracting parties, regional plant protection organizations (RPPOs), international organizations and phytosanitary experts who already have an experience relevant to the pest risks on sea containers and their management.

[18] Members of the SCTF should be nominated by contracting parties or RPPOs and have expertise in IPPC matters and sea container logistics. At least one member of the SCTF should be a Sea Container EWG member. In addition, industry experts and representatives of relevant international organizations could also be part of the task force as invited experts, as required.

Procedure for selection of members

[19] Membership of the SCTF will be sought through a call, coordinated by the IPPC Secretariat on behalf of the IC. This may be for specific expertise or for a SCTF core member. Alternates may be sought for core membership.

[20] Members are selected by the Commission on Phytosanitary Measures (CPM) Bureau on the basis of expertise and relevance.

² Recommendation CPM 10/2015_01 on Sea Containers - https://www.ippc.int/static/media/files/publication/en/2017/04/R_06_En_2017-04-26_Combined_DwiZlUp.pdf

Chairperson and vice chairperson

[21] The Chairperson and Vice-Chairperson of the SCTF are elected by its members and serve for the period of implementation of the Complementary Action Plan, on acceptance of the CPM Bureau.

Meetings

[22] The SCTF will meet at least once a year and should convene virtual meetings as frequently as needed.

[23] The SCTF will meet prior to the second annual meeting of the IC each year, during its activity.

Observers and invited experts

[24] Meetings of the SCTF will be open to observers, in accordance with the applicable Food and Agriculture Organization (FAO) and CPM rules and procedures.

[25] In addition, industry experts and representatives of relevant international organizations could also be part of the task force as invited experts, including former Sea Container EWG members.

Decision making

[26] The SCTF in its regular or out of session reports to the IC can request decisions for:

- Approval and/or revision of the work plan;
- Actions requiring extra budgetary resources; and
- Recommendations for further actions.

Reporting

[27] The SCTF will report to the IC biannually, at least two weeks prior to scheduled meetings of the IC.